

PARLIAMENTARY LAW CHART

Type of Motion	Must it be Seconded?	Is it Debateable?	Can it be Amended?	Can it be Tabled?	Can it Interrupt a Speaker?	In order if other question is Pending?	Does it require a 2/3 Vote?	Can it be Reconsidered?
Adjourn	Yes	No	No	No	No	Yes	No	No
Adjourn, to Fix the Time to Which to	Yes	No	Yes	No	No	Yes	No	Yes
Adopt Committee Report	Yes	Yes	Yes	Yes	No	No	No	Yes
Amend	Yes	1	Yes	2	No	Yes	No	Yes
Amend an Amendment	Yes	1	No	2	No	Yes	No	Yes
Appeal	Yes	3	No	4	Yes	Yes	No	Yes
As if in Committee of the Whole	Yes	Yes	No	Yes	No	Yes	No	No
Blank, Create a	Yes	No	No	No	No	Yes	No	No
Call for Orders of the Day	No	No	No	No	Yes	14	No	No
Committee of the Whole	Yes	Yes	No	Yes	No	Yes	No	No
Consider by Paragraphs	Yes	No	Yes	2	No	Yes	No	No
Division of Assembly	No	No	No	No	Yes	No	No	No
Division of Question	5	No	Yes	No	No	Yes	No	No
Excused from Duty, ask to be	No	No	No	No	No	No	No	No
Expunge	Yes	Yes	Yes	Yes	No	No	6	No
Extend Debate	Yes	No	Yes	2	No	Yes	Yes	Yes
Informal Consideration	Yes	Yes	No	Yes	No	Yes	No	7
Limit Debate	Yes	No	Yes	2	No	Yes	Yes	Yes
Main, or Original	Yes	Yes	Yes	Yes	No	No	No	Yes
Modify a Motion, Leave to	No	No	No	No	No	Yes	No	No
Nomination	No	Yes	No	No	No	No	No	No
Nomination, Method of	Yes	No	Yes	No	No	No	No	No
Nominations, to Close	Yes	No	Yes	No	No	No	Yes	No
Nominations, to Reopen	Yes	No	Yes	No	No	No	No	7
Objection to Consideration	No	No	No	No	Yes	Yes	Yes	7
Order, Question of	No	No	No	No	Yes	Yes	No	No
Parliamentary Inquiry	No	No	No	No	Yes	Yes	No	No
Polls, to Close	Yes	No	Yes	No	No	No	Yes	No
Polls, to Reopen	Yes	No	Yes	No	No	No	No	7
Postpone Definitely	Yes	Yes	Yes	2	No	Yes	No	Yes
Postpone Indefinitely	Yes	Yes	No	2	No	Yes	No	8
Previous Question	Yes	No	No	2	No	Yes	Yes	Yes
Privilege, to raise Question of	No	No	No	15	Yes	Yes	No	No
Ratify	Yes	Yes	Yes	Yes	No	No	No	Yes
Read Document, Leave to	No	No	No	No	No	Yes	No	No
Recess	Yes	No	Yes	No	No	Yes	No	No
Reconsider	Yes	9	No	4	Yes	Yes	No	No
Reconsider and Enter in Minutes	Yes	9	No	4	No	Yes	No	No
Reconsider, Call up Motion to	No	9	No	4	No	No	No	No
Refer to Committee	Yes	Yes	Yes	2	No	Yes	No	Yes
Renew	10	10	10	10	10	10	10	10
Request Information	No	No	No	No	Yes	Yes	No	No
Request that Document be Read	No	No	No	No	Yes	Yes	No	No
Resignation	Yes	Yes	Yes	Yes	No	No	No	No
Rescind	Yes	Yes	Yes	Yes	No	No	11	7
Special Order, to Make	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
Substitute Motion	Yes	Yes	12	Yes	No	Yes	No	Yes
Suspend Rules	Yes	No	No	No	No	13	Yes	No
Table, Lay on	Yes	No	No	No	No	Yes	No	No
Table, Take from	Yes	No	No	No	No	No	No	No
Voting, Method of	Yes	No	Yes	No	No	Yes	No	No
Withdraw a Motion, Leave to	No	No	No	No	No	Yes	No	No

EXPLANATION OF NUMBERS IN CHART

- 1-Debatable only if the Motion is debatable.
- 2-Only with Motion to which it applies
- 3-No, if it refers to disorderly conduct to the proper order of business; to an undebatable Motion; or if it arises when a Division of the Assembly is taking place. Otherwise, Yes.
- 4- Yes, but it takes the Motion to which it refers to the Table with it.
- 5- No, if the subjects in the Motion have no relation one to another. Otherwise, Yes.
- 6- It requires a majority of the entire membership.
- 7- An affirmative vote cannot be reconsidered.
- 8-A negative vote cannot be reconsidered.
- 9- Only when called up and then only if the Motion to be reconsidered is debatable.
- 10-The Motion it is proposed to renew is covered by the rules governing that type of Motion.
- 11- Yes, if no notice have been given in advance. Otherwise, No.
- 12- Because a Substitute Motion is really an Amendment, only one Amendment to it may be pending at the same time.
- 13-Yes, if connected with the Pending Question. Otherwise, No.
- 14- Yes, if a Special Order has been set for that hour. Otherwise, No.
- 15- Yes, if it becomes pending before the Assembly. Otherwise, No.

Robert's Rules: Brief Reference Guide

Motion	Require Second?	Amend?	Debate?	Vote Required?	Interrupt?
12. Adjourn	Yes	No	No	Majority	No
10. Privilege	No	No	No	Chair decides	Yes
9. Call for orders of the day (follow agenda)	No	No	No	At request of one member	Yes
7. Previous question or call for the question or close debate	Yes	No	No	Two-thirds	No
5. Postpone to a certain time	Yes	Yes	Yes	Majority	No
4. Refer or commit	Yes	Yes	Yes	Majority	No
3. Amend	Yes	Yes	Yes	Majority	No
2. Postpone indefinitely or table (kills)	Yes	No	Yes	Majority	No
1. Main motion (to consider, to receive, to approve, etc.)	Yes	Yes	Yes	Majority	No